



# NSDA Newsletter

January 2015

## President's Message

Happy New Year! I hope you all had a wonderful holiday season with friends and family.

I would like to thank all of the members who volunteer on operational committees with NSDA. The work that you do helps ensure that NSDA is able to continue to fulfill its mission to effectively regulate dietetic practice in the interest of Nova Scotians.

2014 was a busy year for the NSDA board of directors as the three board committees continued to focus their work to strengthen our hybrid model of governance as we ensure effective governance. These committees are *Risk Oversight*, chaired by Darlene Harrietha, *Governance and Nominations*, chaired by Melissa Campbell, and *Stakeholder and Public Relations*, chaired by Gail Kaiser. The board of directors continue to be committed to governance excellence and best practice.

In September, Jennifer Garus, executive manager, Melissa Campbell, president-elect, and I attended the annual CLEAR (Council on Licensure, Enforcement and Regulation) conference in New Orleans. This provided an opportunity to network, learn and share experiences with regulators from many different disciplines from North America, Europe and Australia. We were able to share what we learned with the board of directors and our key learnings will be shared with members as a part of the education at our AGM on May 8<sup>th</sup>, 2015. In addition to attending the conference, I would also like to congratulate Jennifer Garus and colleagues from the Nova Scotia Regulated Health Professions Network, as they were chosen as presenters at the conference and were able to share the great work that they do through

a session *New Legislation Enables Collaborative Health Profession Regulation*. Congratulations on being recognized internationally for the pioneering work that you have done.

We look forward to receiving nominations for Honorary Life Members. This is a fantastic opportunity to recognize our colleagues in the profession. These awards will be presented at our AGM on May 8<sup>th</sup>, 2015 at the Future Inn in Halifax.

In closing, I want to wish you all a happy and healthy 2015. I hope to meet many of you at our upcoming board of director meet and greets and at our AGM.

Megan Austen  
President



## Important Dates

- February 1 Online Renewal begins
- February 27 Nominations due for Honorary Life Membership Awards & Board positions (see page 6 & 7)
- March 6 Meet & greet members of the Board from 3-3:30 p.m.  
NSDA's NEW office - 380 Bedford Highway  
RSVP: info@nsdassoc.ca
- March 31 Membership renewal deadline
- May 8 Education Day & Annual General Meeting  
Future Inn, Halifax  
Themes: Preceptorship & Hot Topics in Professional Regulation- more details coming soon!



## Call for Nominations - Opportunities on the Board



Please use the Nomination Agreement Form (pg 6) to nominate a colleague or commit yourself to a two-year term with the NSDA board of directors. The deadline for nominations is February 27, 2015.

Opportunities for the 2015-2017 term:

- Registrar
- Member at large (2 positions)

### The Role of the Board

The Board governs the organization and manages its affairs in order to meet the organization's mandate, to regulate dietetic practice in the interest of Nova Scotians. It functions according to relevant legislation, regulations, bylaws, and policies. The Board maintains the most beneficial allocation of resources while advancing the college objects. The Board defines in its strategic plan what is to be accomplished consistent with the capabilities of the executive manager and committees to achieve these goals and carries out its job with discipline, emphasizing strategic rather than short-term issues, policy rather than single events, and group rather than individual decisions.

## Opportunities on the Board (continued...)

Participation on the Board is an opportunity to contribute to the leadership and decision-making that governs the organization, learn about professional self-regulation, practice competencies not normally performed in your area of practice, add professional experience to your resume, and enable getting to know dietitians in a variety of practice areas from around the province.

Varying experiences and perspectives contribute to worthwhile discussion and effective decision-making on any board. An orientation session presents an overview of self-regulation, board meeting procedures, and governance policies.

Typically, directors can expect to attend three in-person meetings throughout the year (held on a Friday evening and Saturday), an in-person meeting the day before the AGM, and occasional meetings by conference call. Ideally, nominees have a good understanding of professional self-regulation and are committed to decision-making in the public interest.



### The Role of Registrar

The registrar attends and contributes at all board meetings and participates on a board committee which meets periodically by conference call. The registrar also chairs the Registration Committee. If the new Dietitian’s Act is proclaimed during their term, they will take on a member at large position on the first board of the college.

### The Role of Member at Large

The member at large attends and contributes at all board meetings and participates on a board committee which meets periodically by conference call.

## 2014-15 Board of Directors



- |                  |                   |
|------------------|-------------------|
| President        | Megan Austen      |
| President elect  | Melissa Campbell  |
| Vice president   | Darlene Harrietha |
| Treasurer        | Sue Conlan        |
| Registrar        | Stacey Lake       |
| Members at large | Janice Terry      |
|                  | Connie Foote      |
|                  | Gail Kaiser       |
|                  | Amanda Connors    |

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## Honorary Life Membership Award

The NSDA board of directors has established an Honorary Life Membership Award in recognition of dietitians who have made an outstanding contribution in the profession of dietetics or who have rendered distinguished or valuable service to the profession. The Board may grant an Honorary Life Membership by resolution and the majority vote of the Board. The award will be limited to three per year.

An Honorary Life Member must be a current or past member. The award consists of a lifetime membership in the organization and an award. Membership fees for the remainder of their career will be waived. The Honorary Life Membership is an associated class of membership. As an Honorary Life Member, attendance and participation at College meetings and on College committees is welcomed. Honorary Life Members will not have voting privileges or be eligible to hold a position on the Board. When the new *Dietitians Act* comes into effect, there will be an active practice and a non-active practice roster. According to the new regulations, an Honorary Life Member is entitled to remain in the active practice roster by participating in the Continuing Competency Program and maintaining the required number of active practice hours.

If you wish to nominate a colleague, complete a nomination form (pg. 7) and forward to NSDA by February 27.

## New Office Location

As of February 1, NSDA's office will be at

380 Bedford Highway, suite 301  
Halifax, NS B3M 2L4

email: [info@nsdassoc.ca](mailto:info@nsdassoc.ca)



**NSDA's office lease, at the present location, was due for renewal this month. Overall, the move presents a more economical venue with benefits for meeting space and security, and better opportunities for collaboration with other provincial regulatory bodies.**

## 2015 Online Renewal Form

**This year's online renewal form will look different.**

The Department of Health and Wellness has requested that regulatory bodies collect a Minimum Data Set. This information will enable the Department to collect information for workforce planning. For example, the form will request that you provide your highest level of education, language(s) of work, certifications, employment postal code, etc.

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## Continuing Competency Program Audit Results

All members who submitted goal evaluations and their learning log in 2014 were anonymously audited by a team of auditors. Every member received individualized feedback based on an objective auditing tool. The tool is on the public side of the NSDA website under Members/[Competency Program](#).

	<u>2014</u>	<u>2013</u>
Total # audits	146	160
Well done	115 (78%)	73 (45.5%)
Satisfactory	27 (19%)	73 (45.5%)
Unsatisfactory	4 (3%)	14 (9%)

If an auditor found a submission to be unsatisfactory, another auditor audited the submission again to confirm the result. Members with unsatisfactory results were invited to discuss the findings, and will be required to submit their 2014 goal evaluations and learning log in March 2015.

Overall, the most common findings were: goals were not learning goals, learning goals were too broad or activities on the learning log were tasks rather than learning activities. A sample submission is on the website.

Several members who volunteered to audit this year’s submissions have volunteered to act as a resource. If you have any questions, or would simply like a second pair of eyes to review your submission before you submit, please contact Jennifer Garus at [info@nsdassoc.ca](mailto:info@nsdassoc.ca).



A CCP submission extension may be granted due to medical reasons. A request for extension **must be made before March 31 with a physician’s note.**

Contact NSDA for more information.

### VOLUNTEER OPPORTUNITY - AUDITORS

If you are interested in auditing CCP submissions, contact NSDA at [info@nsdassoc.ca](mailto:info@nsdassoc.ca). There will be a training video, a meeting to practice the auditing process, and an opportunity to audit with a peer. Audits will be done between March and June 2015.



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NSDA BOARD OF DIRECTORS  
NOMINATION AGREEMENT FORM

I, \_\_\_\_\_, agree to allow my name to stand for the  
NSDA board of director position of \_\_\_\_\_ for the 2014-2016  
term.

The following three NSDA members, in good standing, support my nomination.

1. \_\_\_\_\_  
Signature NSDA Registration Number

2. \_\_\_\_\_  
Signature NSDA Registration Number

3. \_\_\_\_\_  
Signature NSDA Registration Number

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
NSDA Registration Number

SCAN or FAX TO NSDA

(902) 835-0523 (before Feb. 1) or (902) 445-9572 (after Feb. 1)

info@nsdassoc.ca



HONORARY LIFE MEMBERSHIP  
NOMINATION FORM

I, \_\_\_\_\_, nominate  
\_\_\_\_\_ for the Honorary Life Membership.

The following three NSDA members support my nomination.

1. \_\_\_\_\_  
Signature NSDA Registration Number

2. \_\_\_\_\_  
Signature NSDA Registration Number

3. \_\_\_\_\_  
Signature NSDA Registration Number

**Include a written summary of the nominee's career and identify in detail why the nominee is worthy of the award.**

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